

Staff Advisory Council Meeting Minutes

SAC January Meeting										
1.13.2022				Time: 1pm – 3PM				Mtg. Location: Dowling Hall, Rm 214 & Zoom		
Meeting called		Terry Begley								
Type of meeting		General Monthly Meeting								
Facilitator		Terry Begley								
Note taker		Kari Giles								
Attendees	X	Terry Begley		Dillon Simon	X	Ann Bryen		Lynne Caruso		Jeff Feldhaus
	X	Jennie Ayers		Tracy Gady	X	Taunya Plater	X	Kimberly	X	Nicole
	X	Reva Aquilar		Dana	X	Erica		Jennifer		
	X	Kari Giles		Brad		Denise Handrock		Danny Steiner		
Reflection										
		Dana Suntken (read by Kari Giles)								
Approval of Minutes from December 2021										
Discussion		None; Motion 1st-Jennie Ayers, Motion 2 nd -Nicole Lakeman; All Yes								
Conclusions										
Department Spotlight or Guest Speaker										
		None								
Discussion										
Conclusions										
Action Items						Person Responsible		Deadline		
Reports										
Human Resources, Lynne Caruso Absent – sent items: W2s mailed by 1/31/22. Tuition reimbursement/discount now open. Goals need to be updated with managers.										
President’s Office, Jeff Feldhaus: Absent										
Presidential Staff Rep, Tracy Gady: Reminder Convocation 2/8. Change to weather cancellation policy – now decision made										
Treasurer, Jennifer Rasmussen: Absent										
Vice Chair, Nicole Lakeman: T-shirt order - need a volunteer to lead for design/ordering – will be discussed at next Exec Meeting										
Chair, Terry Begley: Attended Academic Council monthly meeting–Ombud addition in process. Blueline Amazon web outage-faculty not happy IT working on how to make updates. Refresh/device policy now 5 yr cycle – Mac that is too long not able to update, Faculty Computer Committee looking into issue. No meeting with Fr in Dec, next mtg schd 1/18 – any items sent them to Terry. COVID continues – mask policy now in place until 1/31 – then reeval.										
Old Business										
		Terry Begley								
Discussion		Cocoa Carts – successful events, thank you to all for prep, collecting donations & working events! All raffle prizes have been delivered/sent (30 items donated, entries: 162 campus, 33 Bergan) Toy donation to Santa for Pine Ridge children from SAC for Santa attending all events, Dillon escorted Santa to all & chair – Nicole will send Mike R thank you card for his support & allowing them to participate. Plan to post in CU Today thank you, & prizes were awarded. Danny S. would like to start a Dining Advisory Board in January to help promote dining halls/specials – Danny will send a document w/ summary. Terry B volunteered to be on Board – Terry will reach out to Fac/Staff for more members.								

Staff Advisory Council Meeting Minutes

Conclusions			
Action Items		Person Responsible	Deadline
Nicole send Thank you to Mike R. Public Safety		Nicole	
Terry volunteer for Dining Advisory Board, & will reach out to fac/staff		Terry/Danny	Next meeting
Danny send summary of Dining Advisory Board initiative		Danny	
New Business			
	Terry Begley		
Discussion	PHX ad hoc subcommittee has been formed – plan to elect 2 members, need to update Nominating and Standing Rules. Next event "Rookie of the Year" Nominations Committee leads – usually deliver award around Spring Break – more info on shared drive about past event and prep needed. COVID boosters offered on campus 3 dates, register & update Birdhouse. Volunteer needed, possibly from Staff Relations: create SAC calendar of events for documentation/future planning J. Ayers vol New AVP HR will be invited to speak at Feb meeting. Send Jennie A any Cocoa Cart pics – she will post to Facebook – (had 300 views)		
Conclusions			
Action Items		Person Responsible	Deadline
Kari invite AVP HR to Feb Meeting		Kari	1 week
Jennie Ayers volunteer to create SAC calendar of events		Jennie	Next meeting update progress
PHX ad hoc committee continue to meet to facilitate adding PHX reps.		Jennifer, Taunya, Dana	Next meeting update progress
Staff Matters Heard			
	Nothing in email in box.		
Discussion	Terry 2 issues: 1 staff member has employment issue wanted to discuss – Terry will take to HR. Employment issue with someone terminated – Terry working with HR to see what SAC support could be provided – pipeline AVP HR/Father		
Conclusions			
Action Items		Person Responsible	Deadline
Subcommittees			
	Need a chair for Nominating Committee – Didn't break out into committees, discussed as a whole group.		
Service: Kari sent update of SCSJ Refugee donation drive – see flyer for drop off locations & more details.			
Staff Relations: Spring Cookie on patio event – we want to have again - after finals, also at Bergen? Possible date 2 nd week May, on a Wednesday – contact Pres Office later to discuss joint hosting?			
Nominating: SAC Elections for 2022-23 will be coming soon – need to start process.			
Standing Rules: Need to update PHX process/information once in place.			
Adjournment			

Staff Advisory Council Meeting Minutes

Adjourned 2:00, Motion 1st -Kimberly, Motion 2nd - Nicole